



Feature Guide

Finger on Card

V2.17.01.2



Workforce Management Solutions

Securing your time and resources

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1 REVIEW SEQUENCE

DATE	VERSION	AUTHOR	DETAILS
2017-02	2.17.01.2	CL van der Walt	Initial version

2 BUTTON DEFINITIONS

There are three states of the new buttons: browse, inactive and hover

	Insert	Add a new item to a selected category
	Edit	Enter into edit mode to allow you to make changes to a selected entry.
	Delete	Delete the entry you currently have selected. You will receive a warning box before the deletion becomes final.
	Save	Save the information you have entered / edited.
	Exit or Cancel	Exit without saving changes.
	Print Preview	Displays on screen a preview of that pages that will be printed.
	Print	Sends the information to the default printer.
	Print to Excel	Prints the Report to an Excel Workbook
	Save to csv	From the print preview the report can be saved as a csv file
	Down Arrow	Move selected data down
	Left Arrow	Move selected data left go back
	Right Arrow	Move selected data right go forward
	Up Arrow	Move selected data up
	Browse	Enables you to search the directories on the computer for a file / picture.

3 SOFTWARE AND FIRMWARE VERSIONS

The followings are the minimum versions required for the feature to work:

XTUpgrade V2.15.04.1

XTController Interface V2.15.04.0

IPB Firmware V4.51

Xtime.Biometrics V2.15.04.0

3.1 ASSUMPTIONS

Secugen drivers are already installed in order to capture fingerprints. (Refer to G4S Install Manual Biometrics)

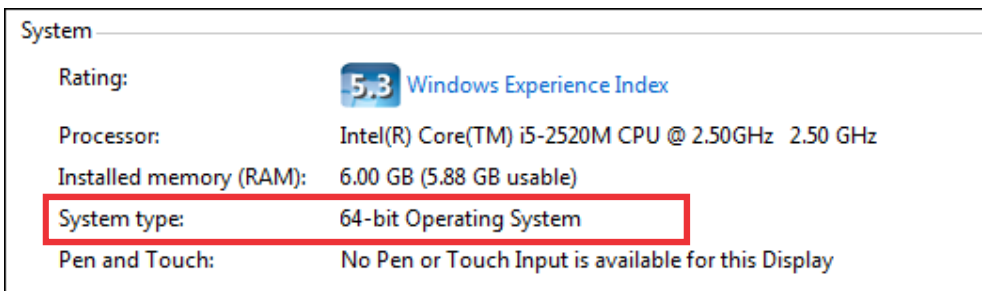
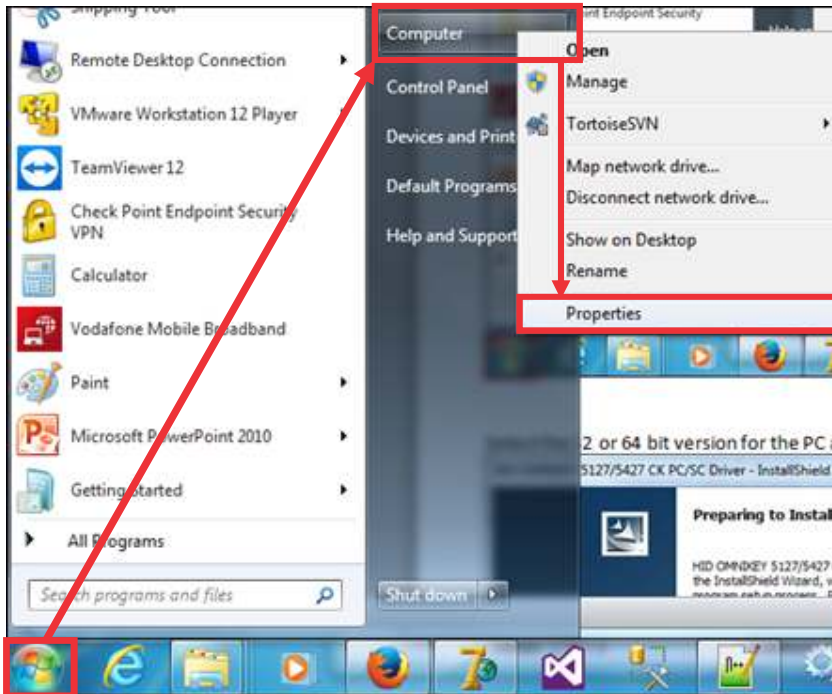
Sagem drivers are already installed in order to capture fingerprints (Refer to G4S Install Manual Biometrics)

This manual and the drivers are available on the Skycom website on the downloads page.

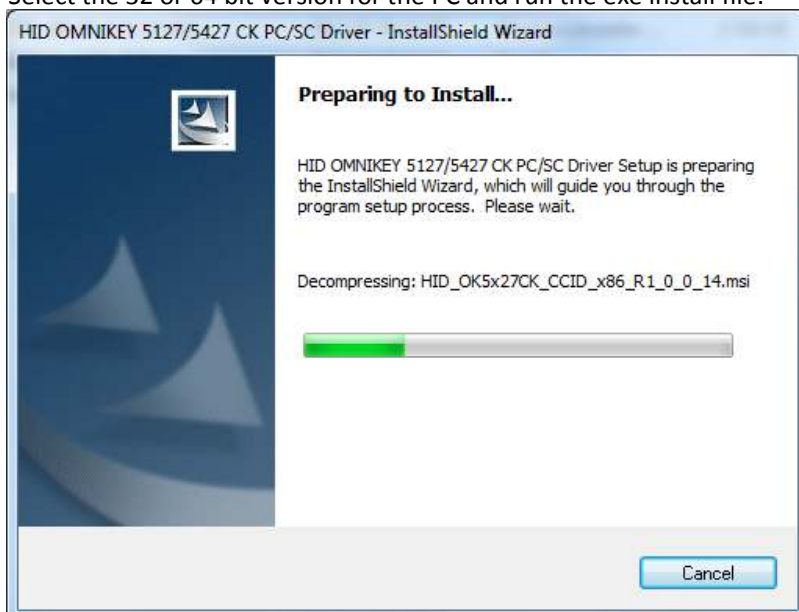
4 OMNIKEY DRIVERS

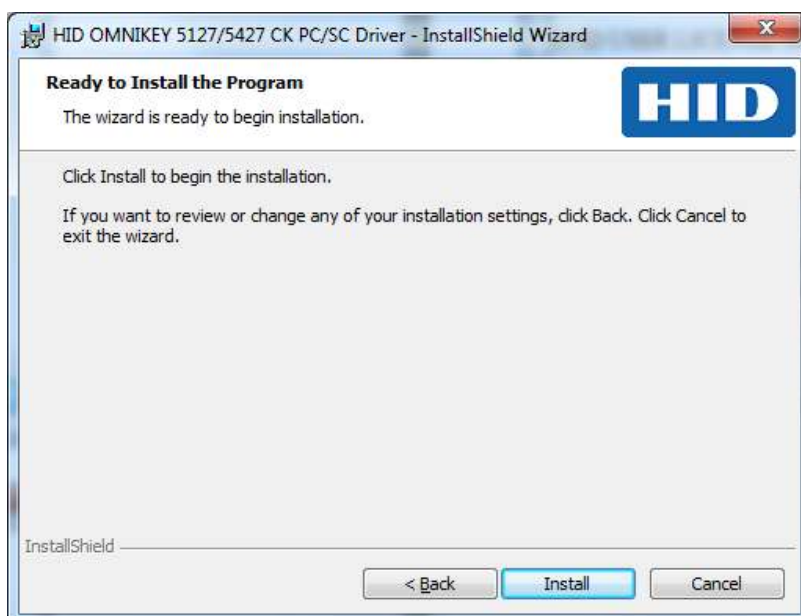
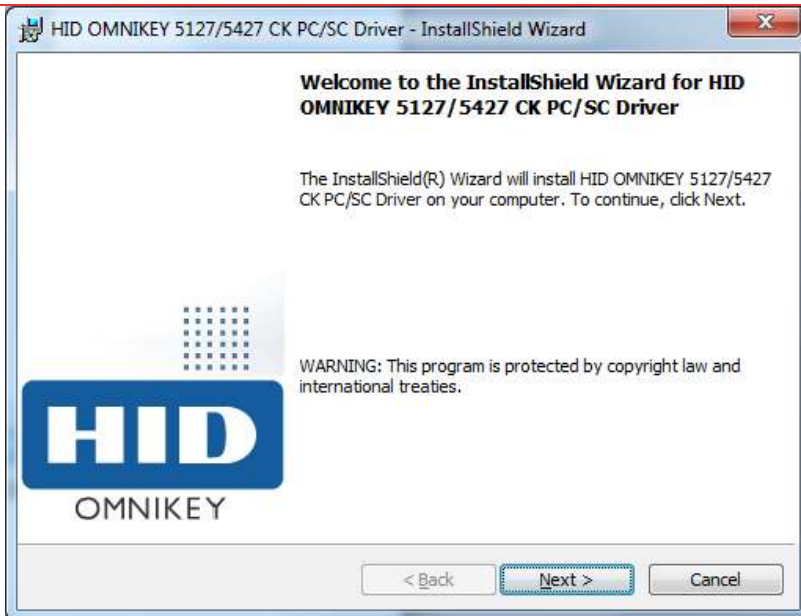
These drivers are available on the Skycom website downloads page under utilities:

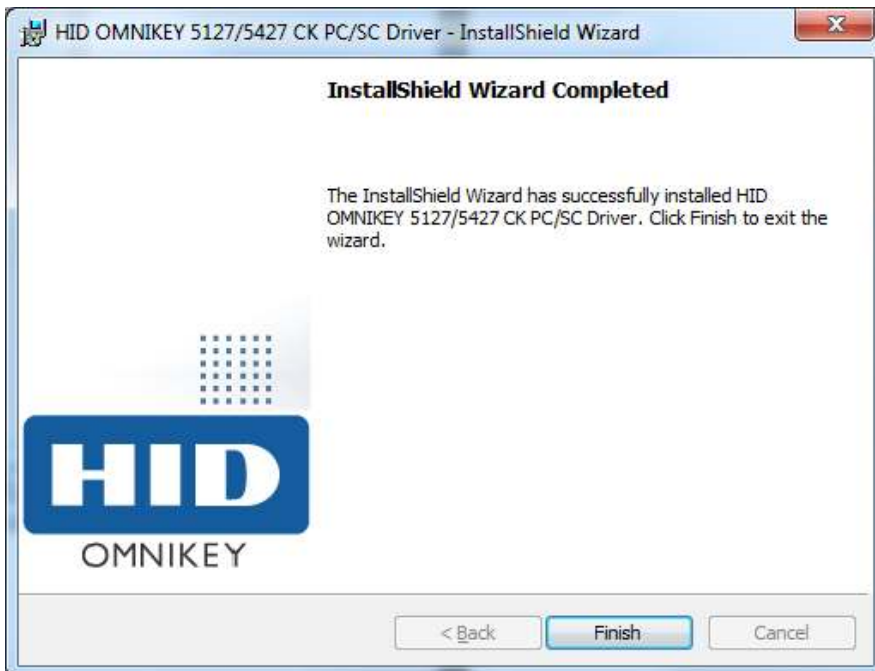
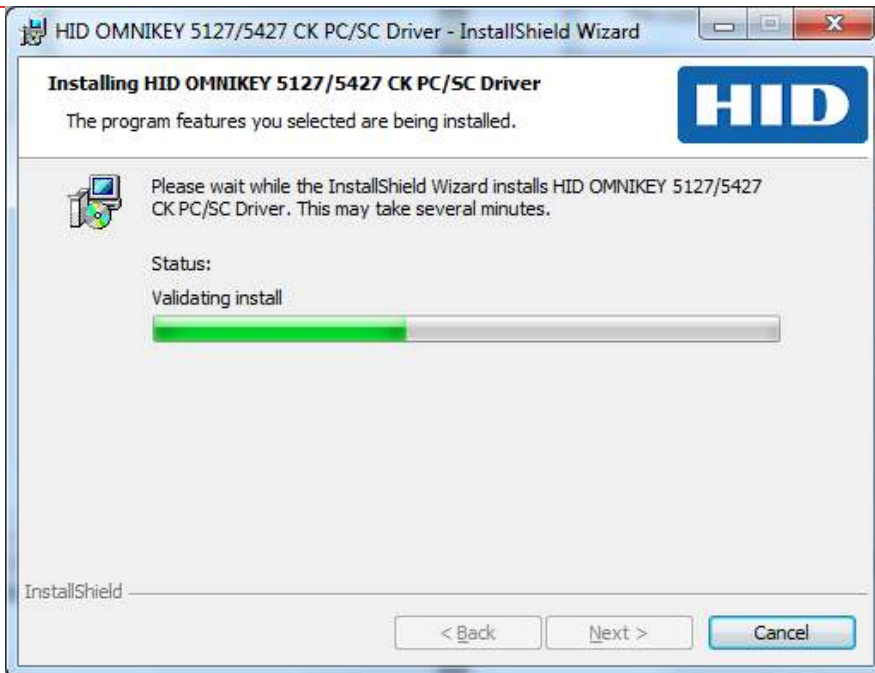
Check whether your PC is a 32 or 64bit OS by clicking the start button, then right clicking on Computer and selecting properties:



Select the 32 or 64 bit version for the PC and run the exe install file:





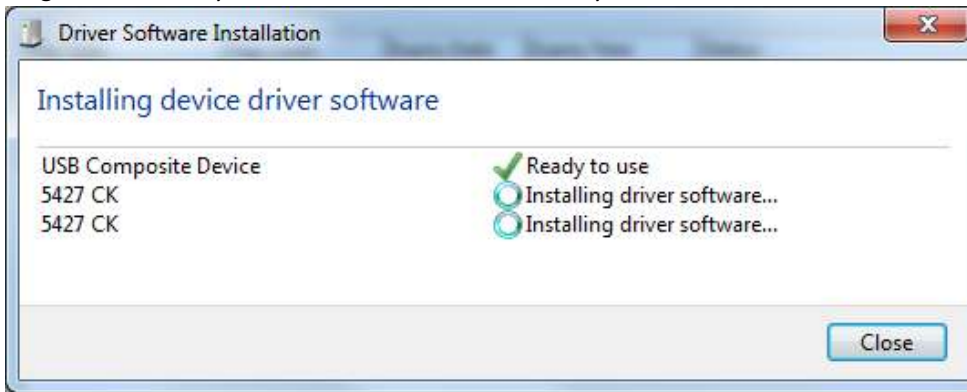


Make sure Xtime is closed. Open the XTIME.PROPERTIES file and insert the following entry:

```
# HID Omnikey card reader
Scanner.Type = OMNIKEY
```

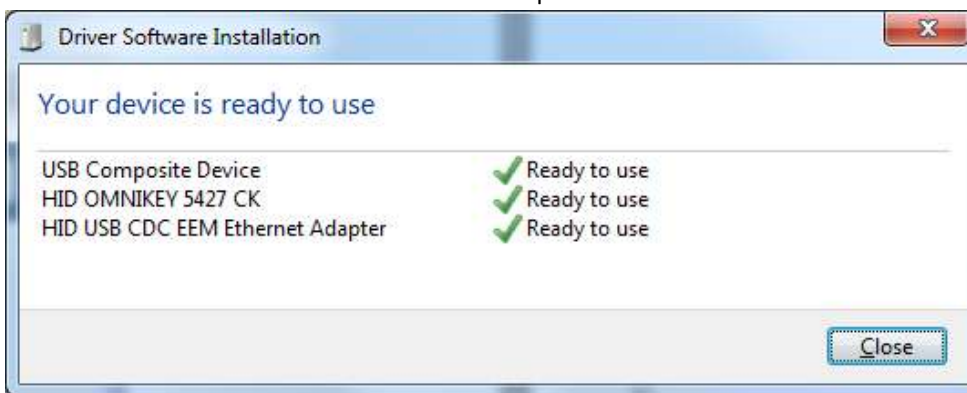
Make sure to insert a “#” (without the “”) in front of all the other references to Scanner or port. The following is the only entry needed for the tag scanner. Save and close the XTIME.PROPERTIES file.

Plug in the omnikey unit. Windows will automatically install the drivers:



NB! Make sure you **don't** select the option "Skip obtaining driver software from Windows update"; this might cause the driver installation to fail.

Click on the close button once the install is complete if the window does not close on its own.

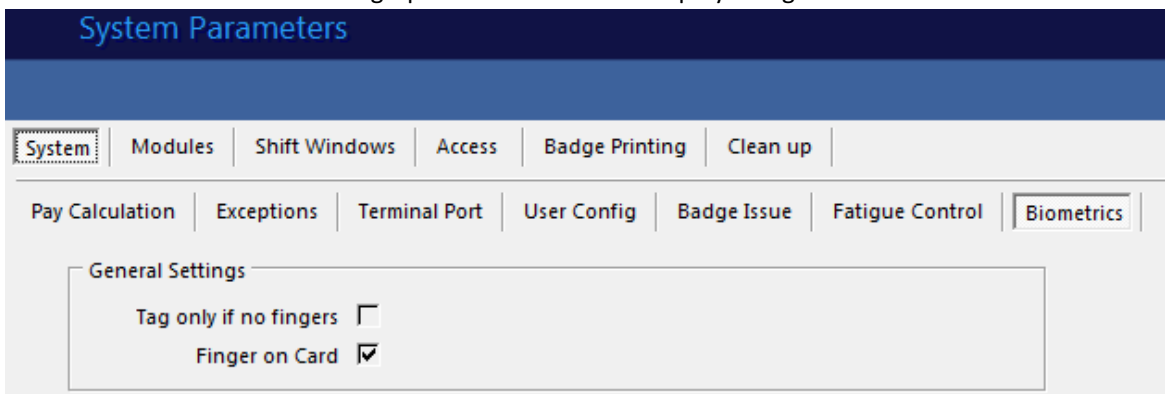


XTIME900 SETTINGS

Open Xtime by logging in with an authorised user.

Navigate to **CODES | CONFIGURATION | SYSTEM PARAMETERS | SYSTEM | BIOMETRICS TAB**

Click on the yellow spanner (edit) button at the bottom right of the screen. Set the "finger on card" system parameter and then click on the green tick (save) button at the bottom right of the screen. This activates the feature as well as the buttons to save fingerprints to card on the employee tag screen.



Navigate to **CODES | CONFIGURATION | TERMINALS** and select a terminal from the top dropdown list. Click on the params tab and click on the edit button at the bottom right of the screen. Select the "Finger on Card" parameter and then click on the save button. This activates the feature on the terminal and needs to be selected on each terminal where the finger on card will be used.

Ensure that the Tag and finger required is selected.

Ensure that Pin validation is set to Temporary Access.

Terminals

Terminal: Front entrance

Main | **Params**

Relay Number: 2

Relay Timeout: 1

Display Timeout: 40

Breathaliser TimeOut: 1

Breathaliser:

Visitor drop box:

Contacts Enabled:

Finger reader attached:

Push Button Present:

Pin validation: Temporary Access

Relay Action:

- Nothing Present.
- Red Light Present
- Green Light Present
- Buzzer Present

Exception Message: Clinic

Tag and Finger Required:

Finger On Card:

Finger Quality: 50

Finger ID Level: 6

Enable Name Display:

Enable Image Display:

[Restore Defaults](#)

Once all the terminals are setup, a full upload needs to be done to the terminals to remove the fingerprints from the readers so that they are matched on the tags and not via the database.

ENROLLMENT UNITS

The following systems can be used to enrol and write the fingerprints to the tag:

PRO 20 fingerprint capture and HID Omnikey Tag issue | write fingerprints:



IPB2 unit – finger capture and tag issue | write fingerprints:



CAPTURING FINGERPRINTS

FINGER PLACEMENT

It is very important that the below placement of a finger is used as it will result in the best quality fingerprint image. Please use this method at all times.

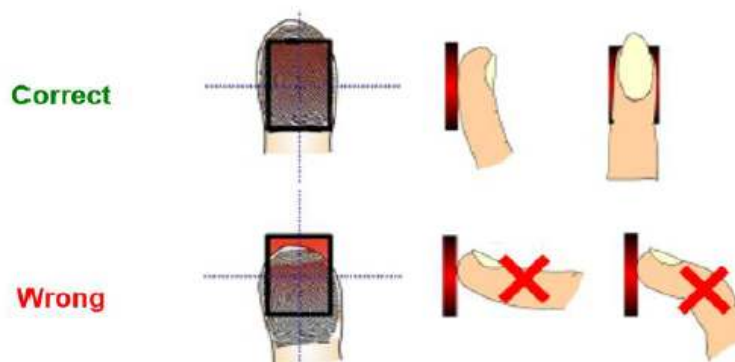
A Quick Guide to Enrolment

It is important to keep in mind that the enrolment process is the most important part of the user's experience. Capturing better prints here will increase the user's experience when using the rest of the system.

There are 3 important rules to keep in mind:

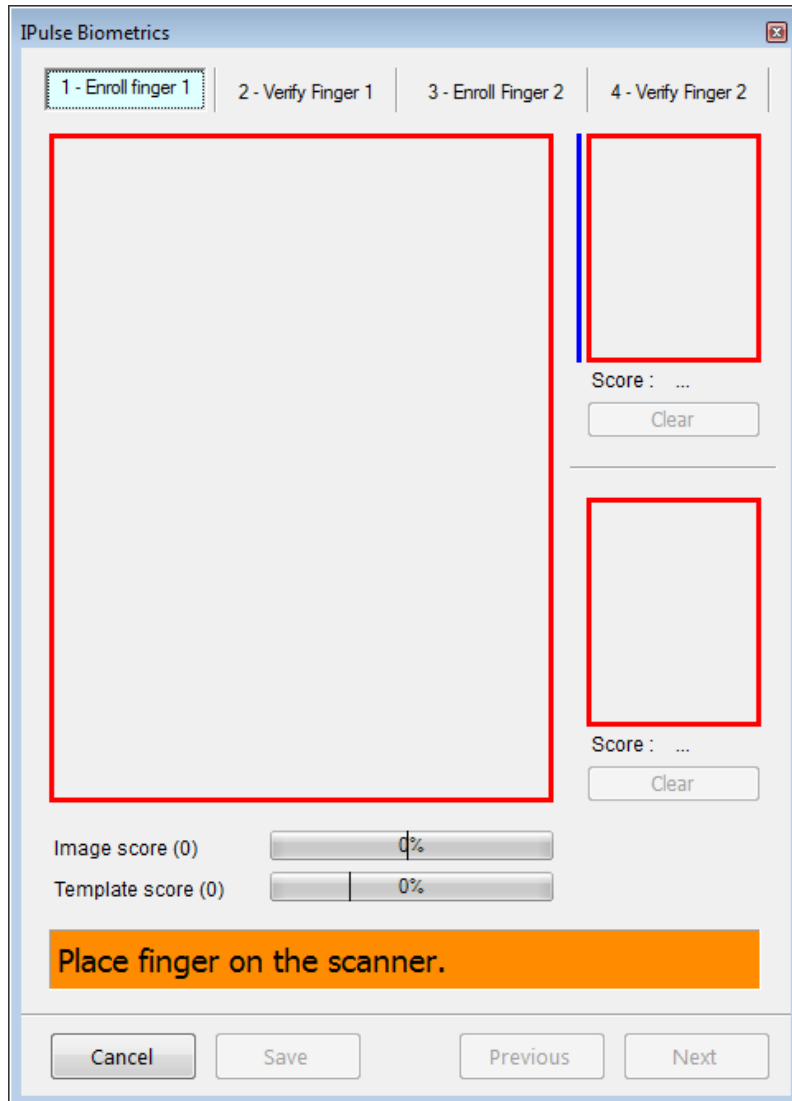
1. Don't tap – Place your finger down firmly and keep it there until a print is captured.
2. Don't hover – Do not hover slightly above the sensor, be assertive.
3. Don't slide – Do not slide you finger onto the sensor, simply put it down firmly.

The user should put their finger down firmly in the center of the sensor and keep it there until the image is captured. It is advised that the user do it multiple times to ensure they are comfortable using a fingerprint reader. Below are some guidelines that will help with finger placement to ensure the best quality capture.



1 – ENROLL FINGER 1

If your site is set up for iPulse only, the fingerprint capture template will automatically popup:



Place the employee's finger on the scanner in the manner shown above. Once the finger is placed on the scanner, it will continue to scan until the finger capturing the best image possible, which can be seen in the live capture block. It is recommended that you roll the finger from side to side slightly, without lifting it, to gain the best image.



If the quality does not reach the minimum requirements, the image and template score indicators will remain red and the message will read: "Quality below minimum requirement" as shown below. If one or both of the scores remain red, it is best to try a different finger.

Image score (85)

Template Score (26)

Quality below minimum requirement.

Once the minimum thresholds are met, the image will appear in the top small block to the right of the live capture block if it is the first scan, or underneath in the second block if it is the second scan. The blue vertical line indicates which scan you are busy with:

IPulse Biometrics

1 - Enroll finger 1 2 - Verify Finger 1 3 - Enroll Finger 2 4 - Verify Finger 2

Score : 85/42

Clear

Score : -1/-1

Clear

Image score (89)

Template Score (30)

Remove finger from scanner.

Cancel Save Previous Next

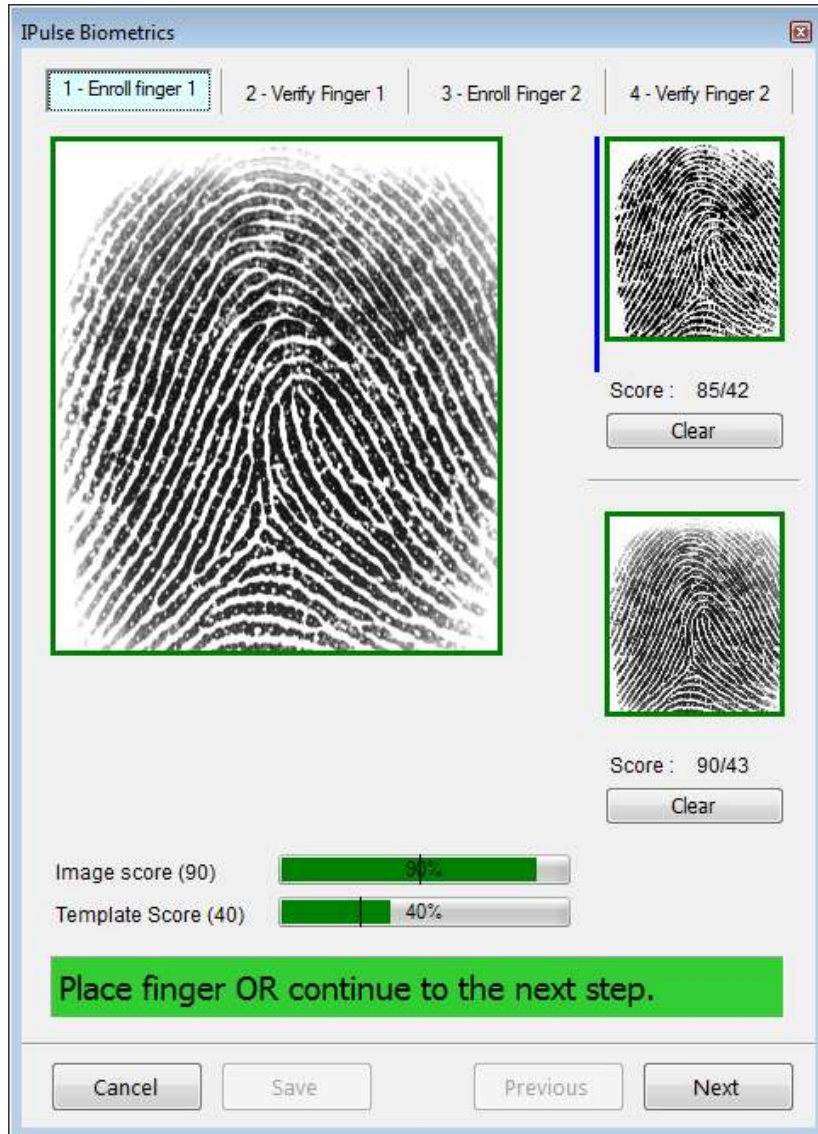
To start capturing the second image of the first finger, lift the finger from the scanner as indicated by the message. When you place your finger again, you will see that the blue indicator has moved to the bottom image block. Should you try to capture a different finger to the first saved image; the app will indicate this in the message bar:

Image score (94)

Template Score (32)

Finger does not match the saved images.

Once the 2nd image for the first finger is above the threshold and appears in the 2nd image block, the app will indicate that you can place the same finger again to get a better image, or you can click next to continue to verify the finger:



If you place the same finger back on the scanner, it will scan and capture again for the first image. If you lift the finger and place it again, it will move to the second image. Click next when you are satisfied that you have captured the best possible images for the finger. If you are struggling with the second finger to get it over the threshold and you are busy with the second image and decide to try a different finger, simply click the clear button below each image and you will be able to capture a different finger.

2 – VERIFY FINGER 1

Place the same finger on the scanner to do verification. If you place the incorrect finger as captured on the first screen, you will be notified by the following message:

Finger mismatch. Try again.

Placing the correct finger will verify and allow you to continue to the second finger capture screen. Notice that you can always go back to a previous step, but cannot move on until the finger is correctly verified.

Verification successful. Continue to the next step.

Cancel

Save

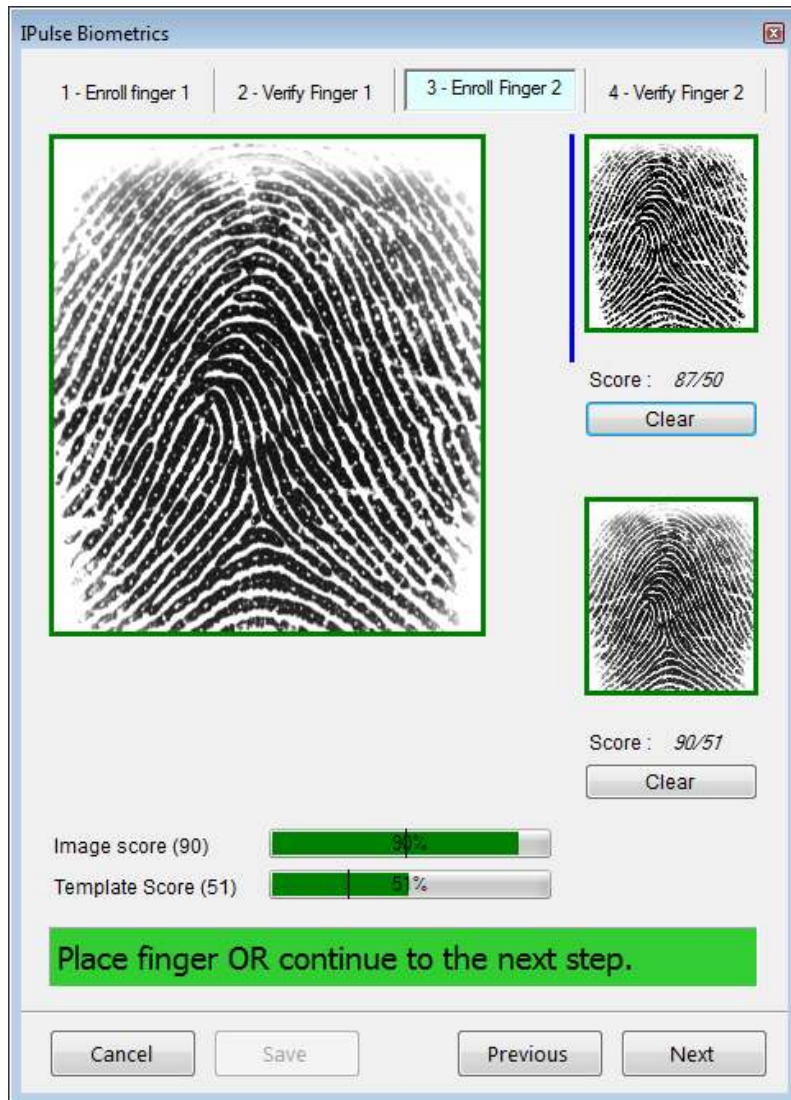
Previous

Next

3 – ENROLL FINGER 2

This process is a repeat of 1 – ENROLL FINGER 1 but with a different finger. If you try to capture the same finger twice, the following message will be displayed:

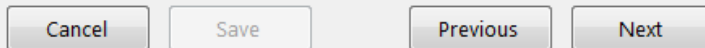
Finger must be different from first one.



4 – VERIFY FINGER 2

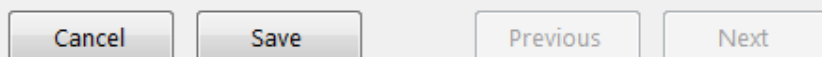
This is the same process as described in 2 – VERIFY FINGER 1.

Verification successful. Continue to the next step.



When clicking next, you will be prompted to save the templates. Click on the save button.

Enrollment is complete. Save templates.

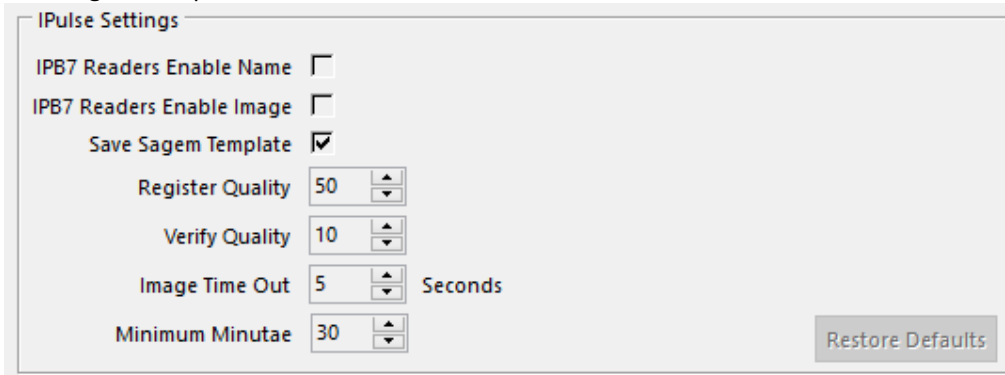


Click on OK and the employee's fingerprints will be captured.

NOTE:

Sagem fingerprints can be saved at the same time if the following parameter is selected on the **CODES / CONFIGURATION / SYSTEM PARAMETERS / SYSTEM / BIOMETRICS TAB:**

Save Sagem Template:



The screenshot shows the 'IPulse Settings' dialog box with the following options:

- IPB7 Readers Enable Name:
- IPB7 Readers Enable Image:
- Save Sagem Template:
- Register Quality: 50 (spin box)
- Verify Quality: 10 (spin box)
- Image Time Out: 5 (spin box) Seconds
- Minimum Minutae: 30 (spin box)
- Restore Defaults button

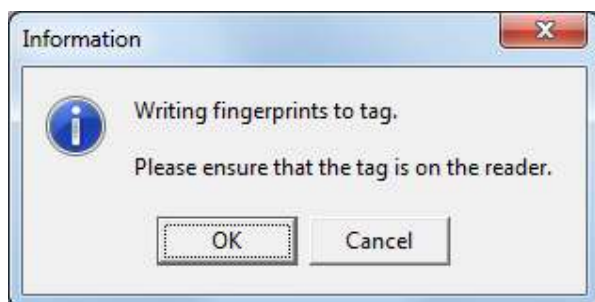
This will only work if there is an MSO300 Sagem capture unit with built in licence or a Sagem Licence dongle installed on the capture PC.

ISSUE AN HID TAG

On the tag tab, click on the blue + sign at the bottom right of the screen to issue an HID tag to the employee. Place the tag on the HID Omnikey or in the tag slot on the IPB2 unit.

G4S01 EMPLOYEE (AN OTHER) AO								
Finger prints	Equipment	Service History	Assets allowed	Allowances	Address	Offenses		
General	Personnel	Access	Groups	Clocks	Pay History	Post Dates	Hostel	Tags
Tag Type	Tag Code	Expiry Date	Expiry Time	Status				
HID	137552724003	-	-					

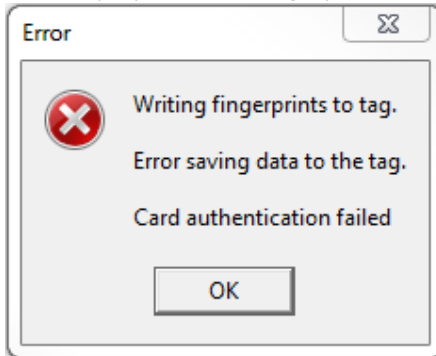
Immediately once the tag is issued, the system will ask if you want to write the fingerprints to the tag. Leave the tag on the scanner and click OK:



Only once you have clicked on the above message can you remove the tag from the scanner. The employee fingerprints are now written to the tag.

NB! When you place the HID tag on the reader, Windows will try to install the “Smart Card” drivers. Depending on your computer operating system and service pack, the driver installation may fail. You do not require the driver for the HID tag issue and for the fingerprints to save to the tag.

If an employee has no fingerprints, the following message will pop-up:



If the employee does not have fingerprints, when the writing fingerprints to tag message pop-up after issuing a tag, click on cancel. The employee will only use his tag on terminals that have the tag only if no fingers parameter checked.

******* END OF MANUAL *******